MINUTES OF A COMMITTEE MEETING HELD IN NEW YORK CITY AT TEN O'CLOCK IN THE MORNING NOVEMBER 21, 1919, IN THE OFFICE OF MCKIM, MEAD AND WHITE, 101 PARK AVENUE.

1. AMERICAN CEMETERIES IN FRANCE: A committee consisting of Messrs. Adams, Platt, Kendall, Pope, Greenleaf, Ridley, and Mr. Moore, ex-officio, met at Mr. Kendall's office at 101 Park Avenue, New York City, at ten o'clock Friday morning, November 21, 1919, for the purpose of considering artistic questions arising in connection with American Cemeteries in France, and a few other subjects. Mr. Moore reported that on October 18th he brought the sketch of the head stone for the graves of our soldiers buried in the American Cemeteries in France to the attention of the Quartermaster General, and on his way met the Secretary of War to whom the sketch was shown. Secretary Baker expressed his high appreciation of it and suggested submitting it through regular channels.

The Quartermaster General on being shown the sketch was very much pleased with it, as were also Colonel Pierce, in charge of the Graves Registration Service and Major Lemly, in charge of the National Cemeteries of the United States. The Quartermaster General thereupon gave directions as to the exact lettering proposed for the tombstone. This was forwarded to Mr. Platt by letter of October 18, 1919. (See Exhibit A).

Mr. Platt reported that having received the instructions from the Quartermaster General through the letter of the Commission he proceeded to execute a model of exact size in plaster paris, and that the model was at hand for approval. Mr. Platt called attention to the lettering, to the insignia of the Army Division, and the number of the grave at the top of the headstone. The committee expressed its hearty approval of the model and recommended that it be taken to Washington to be submitted to the Quartermaster General, and through him to the Secretary of War for their approval. It was suggested that

the statement of Major Lemly in paragraph 3 of a memorandum prepared by him to the Quartermaster General, recommending that the headstones be secured from marble in Italy, be adopted. (See Exhibit B).

Mr. Moore reported that there was a great deal of sentiment throughout the country in having the bodies of our soldiers returned to this country, and that members of Congress have been inclined to feel that the wishes of the public should be complied with. However, it is believed that the American Field of Honor Association in which Miss Oakley, Bishop Brent and others, are very much interested, will offset a considerable part of the agitation towards having the bodies of the American soldiers now buried in France returned to this country. Mr. Moore reported further that he had a talk with Major General Summerall who had told him that when bodies of our soldiers who died during the Spanish American War were brought to San Francisco many of the bodies were left on the wharves at San Francisco unclaimed. Mr. Moore said that the only way to overcome the sentimental feeling in regard to this matter is by proceeding along the lines in which the Commission is now working in conjunction with the War Department, that is, to put forth best efforts toward beautifying the American Cemeteries in France and thus assuring the public that the graves of our soldiers buried in these cemeteries are as well cared for there as if they were in this country.

Mr. Pope, having been asked by the Commission at its last meeting in Washington to design with Mr. Platt a monument which may be erected in each of the American Cemeteries in France as a central motif, submitted such design. Mr. Pope pointed out that this central motif was simple in design, in symmetry with the headstones for the graves, and of such character that it could be placed in all of the American Cemeteries in France, especially in the largest of them. Mr. Pope said the inscription could be placed on four sides of this

central motif and that it provided for raising a flag over it, should such plan be adopted. Mr. Pope asked that this sketch be submitted to the Quartermaster General for his attention and for such further recommendations as he may desire to make. The committee concurred in this, suggesting at the same time that the next sketch submitted show headstones round and about the central motif, and among trees, as it would appear in the cemetery itself. (Similar to Arlington).

2. VICTORY MEDAL: Mr. Moore reported that the electrotype reproduction of the Victory Medal, prepared by Mr. Fraser, was received about a week ago and immediately brought to the attention of the Secretary of War, who approved the model. The model was complete with the exception of the battle clasps, and on November 14th the Commission received a letter from the War Department, through Colonel Wyllie, specifying the clasps which should be made for the Victory Medal. (See Exhibit C). Mr. Fraser appeared before the committee and said he would attend to the making of the master die at once, and would carry out the suggestions of the committee that at least 100 of the medals be struck at once. Mr. Fraser brought to the attention of the committee the question of the character of the metal to be used for the production of the entire number of the Victory Medals, of which he understands there are to be about 4,000,000. Mr. Fraser submitted a medal made of what he termed "cartridge metal", having a light appearance, which would seem to be appropriate for the Victory Medal. Mr. Fraser further said he understands that the War Department has tons of this cartridge metal for disposal. Mr. Adams raised the question whether this cartridge metal would have suitable qualities for the Victory Medal, and suggested that the first 100 Victory Medals be struck off in bronze, and that the question of using the cartridge metal for the remainder be given further consideration.

3. GOLF COURSE, EAST POTOMAC PARK: Colonel Ridley presented plans for the golf course for East Potomac Park, as drawn by Mr. I. W. Payne, landscape architect, Office of Public Buildings and Grounds, which included suggestions of the Commission made at previous meetings. The committee considered the plans very well drawn and expressed their approval of these plans for the golf course. No action was taken regarding the planting outside of the golf course proper - that is, the area between the Speedway and the Potomac River, and between the Speedway and the Washington Channel.

4. CHERRY GROVE IN EAST POTOMAC PARK: Colonel Ridley presented two plans drawn by Mr. Payne as to the proposed cherry grove in East Potomac Park. One plan contemplated in particular planting cherry trees in a regular row on each side of the driveway. The other plan showed a proposed irregular planting of the trees. The committee adopted this latter plan as being the more flexible, but suggested that this plan be slightly changed so as to show more concentration of some of the trees. The committee recommended further that the cherry trees be planted on both sides of the proposed Canal, and that there be a gradual slope to the Canal to make allowance for the tides instead of a retaining wall.

5. PICNIC GROUNDS: Colonel Ridley submitted two plans drawn by Mr. Payne for the Picnic Grounds for East Potomac Park. The plans showed that it was contemplated to plant several species of oak trees. The committee recommended that the willow oak be also used with others since it was thought to be a tree which would not require many years to mature.

As to the shelter and comfort station, the committee decided that the shelter and comfort station shall be combined, and be built at one place on the north side of the picnic grounds adjoining the golf course. The soft

driving road in the south end of the Picnic Grove (as shown on Plan A, but eliminating a proposed shelter station at that point) is to be retained.

6. PLANTING PLAN OF LINCOLN MEMORIAL: Colonel Ridley presented planting plans of the Lincoln Memorial with special reference to the planting in the rear of the Memorial. Mr. Greenleaf pointed out that quite a problem exists in adopting a suitable planting scheme for the rear of the Memorial so as to conform to that adopted for the approach. Mr. Greenleaf said a strong background is required for the rear, yet great care would have to be taken so as not to be too strong since it might interfere with a good view of the Memorial from Arlington. Mr. Greenleaf thought the magnolia, which keeps its beauty during the greater part of the year, would seem to him the best suited for the planting in the rear of the Memorial. The magnolia trees should be planted in the vicinity of the inner edge of the great circle, and thus eliminate the mixed coniferous evergreen planting at the northwest and southwest corners of the outer retaining wall.

The suggestions of Mr. Greenleaf were approved by the Committee, the plans to be revised accordingly.

7. GRADING OF TERRACE, LINCOLN MEMORIAL: Colonel Ridley presented four sketches drawn by Mr. Payne showing proposed grading of terrace at entrance of the Lincoln Memorial. The committee adopted Slope 1 - 2.

8. NAVY CROSS. (For Distinguished Service).. Mr. Fraser reported to the committee that he was in Washington a few days ago and in company with Mr. Moore brought to the attention of officials of the Navy Department his model for the "Distinguished Service" Cross. Of the two models submitted showing the carvel and destroyer the Secretary of the Navy approved the model showing the carvel. The model showing the carvel had been approved by the Commission of Fine Arts, at a meeting some months ago.

9. MEADE MEMORIAL: Mr. Adams reported that he and Mr. Moore visited Mr. Grafly's studio at Gloucester, Mass., on November 3d as a committee designated by the Commission to inspect the model of the Meade Memorial. Mr. Adams said that the model showed that the Sculptor had devoted much work to it since it was last seen, and that it showed considerable improvement. The model, as at present, shows figures in good proportion. The figure of "War" seemed somewhat formal, but the Sculptor intends to make this a subject of considerable study during the winter months in his studio at Philadelphia, and continue the work at his summer home next year. Mr. Adams said it is the intention of the Sculptor now to make a model one-third size, or about 3-1/2 feet high. Mr. Grafly had sent a number of photographs of the model for the Meade Memorial, which were shown to the committee.

10. MEMORIAL AT VERGENNES, VERMONT (MACDONOUGH MEMORIAL): Colonel Ridley reported that he had received from Mr. Pope plans for a memorial at Vergennes, Vermont, ~~which was entered into at the time the contract was made for the Macdonough Memorial at Plattsburgh.~~ (Mr. Pope said that since entering into this contract matters have developed into a curious situation in that Congress made an appropriation for the memorial at Vergennes and that the citizens of Vergennes do not now wish to have the memorial erected. It was proposed to erect the memorial in a little park.) The plans for the Vergennes Memorial were inspected by the committee and approved.

11. FOREST SERVICE: Colonel Ridley reported having received word from the Forest Service, Department of Agriculture, that they were ready to submit a revised design for the memorial tablet. The revised design was received from the Forest Service together with a statement that in this design they had attempted to meet the suggestions of the Commission made to them at a previous meeting, but that they felt they must adhere to the original idea of the Memorial Committee

of the Forest Service that the tablet show trees in relief.

The committee inspected the design as revised and thought there was little improvement over the previous one submitted. The design, therefore, was disapproved.

12. CERTIFICATE FOR NEAREST OF KIN: Mr. Moore reported that a letter had been received from the War Department advising that the Secretary of War had disapproved a plan to give a plaque to the nearest of kin of soldiers who were buried in France, but had approved a plan to change lettering slightly on the Certificate for the Wounded, and that such certificates be given to the nearest of kin instead of plaques. Mr. Moore advised that he had written Mr. Blashfield and would take up the matter personally with him during the day. The committee approved of the proposed plan and suggested that if possible the tint block be used in making the certificate for the nearest of kin. (See Exhibit D).

13. MEMORIAL FOR THE FIRST DIVISION: Mr. Moore reported that Major General Summerall asked the advice of the Commission in regard to the location and preparation of a memorial to the First Division of the U. S. Army, which suffered most in France. The Committee, consisting of Major General Summerall, Major Erickson and Major King, after considering the matter, tentatively selected the site in Arlington Cemetery; namely, the knoll between the Amphitheater and the Dewey Mausoleum. The Committee proposes to advise further with the Commission.

There being no further business the committee adjourned.

Approved:

C O P Y

October 18, 1919.

Dear Mr. Platt:

I took your sketch to Quartermaster General Rogers this morning. He and Colonel Pierce and Major Lemly were very much pleased with it, and they desire to have a model made either in wood or in plaster so that the proportions can be seen by the Secretary of War and the stone approved. The lettering will be

James Atkinson

Sergt Co D 107th Inf

Died

September 26, 1918.

and either at the bottom or on the back No. 3276. In the case of a Private it would be: James Atkinson, Co D 107th Inf., etc. Enclosed is sample Insignia they would like used on the model.

In the case of Staff Officers it would be First Lieut. --- M.C., or Capt. --- Q.M.C.; or a higher officer: Major General Atkinson, U.S.A. The first inscription is to be used on the one for the model, the Commission can purchase the model."

On my way to the Quartermaster General's office I ran across Secretary Baker and showed the design to him. He examined it carefully and expressed hearty approval.

I hope you can be at the Century Club at 5:30 Tuesday evening.

Cordially, yours,

(signed) Charles Moore.

Charles A. Platt, Esq.,
101 Park Avenue,
New York City.

HPC:FHC

EXHIBIT A.

C O P Y

File No. 293.7 Cemeterial.

WAR DEPARTMENT,
OFFICE OF THE QUARTERMASTER GENERAL OF THE ARMY,
Washington.

August 11, 1919.

MEMORANDUM for the Quartermaster General:

As these papers were forwarded to this office by the Chief Quartermaster, American Expeditionary Forces "for consideration after conference with Colonel Pierce, Chief of the Graves Registration Service," they were referred by the Cemeterial Branch to Colonel Pierce, whose second indorsement hereon, and recommendations A, B, C, are concurred in. In detail, this Branch recommends as follows:

1. Every change in the present temporary markers is a useless expense, whether the bodies of our dead are to remain permanently in France or be repatriated; and therefore the matter should be decided as soon as possible. The existing French prohibition of disinterments in mass and the shipment of remains from battle-area cemeteries would enable the War Department to announce:

(a) that no bodies shall be returned;
(b) that no private monuments shall be erected and
(c) that a uniform headstone shall be provided at the public expense.

Even should the French Government withdraw its objections, it is stated authoritatively that the lack of transportation facilities, of labor and of material, make the shipment of bodies absolutely impracticable. There is, therefore, no alternative but leaving the remains in France, and the sooner this fact is recognized, the better.

2. The standard headstone of white marble adopted for soldiers' graves in the United States costs, at present, $6.68, but it is not large enough to compare favorably with the English and French permanent markers. Something equal in size to the latter yet simple and artistic, should be devised perhaps with the assistance of the Commission of Fine Arts, and then adopted.

3. These headstones can be made in the United States but the shipment of approximately 80,000 of them with the lack of transportation facilities, especially in France, might make this impracticable. Moreover, the frequent handling entailed, from the New England quarry to the final destination in Europe, transporting by land and by sea, would cause a great many to be broken. This happens even in the United States with the headstones distributed by this Branch, in spite of the most careful packing. The proper stone, if not available in France, could be obtained in neighboring Italy where there is an abundance of excellent white marble, which should not be expensive, as material and labor are cheap there. This source of supply is recommended under the circumstances.

4. As stated by the Chief of the Graves Registration Service, the cross is not a suitable form of headstone in our cemeteries where both Christians and Hebrews are interred. The permanent marker should be similar in shape to the one prescribed for the soldiers' graves in this country, but larger. No religious symbols should then be cut upon these permanent and purely military headstones.

5. If the permanent headstone is soon to replace the wooden cross, Major Davis' suggestion of branding the latter would have no force. Moreover, as branding must be done letter by letter, the cross subsequently painted white and the letters traced in black paint, the extreme slowness of the operation if not the expense, would simply make this process prohibitory in a matter of approximately 80,000 inscriptions.

6. If new cemeteries are to have the graves temporarily marked, the "plain substantial board marker" suggested by Major Davis in paragraph 11, would be preferable to the cross, but this would introduce two shapes of temporary grave markers in American cemeteries, although not necessarily in the same one. The wood or metal emblems to be screwed or nailed on, are not recommended, as they could be too easily detached and the identity of the grave lost.

7. In paragraph 15 of Major Davis' report, sub-paragraph "a" is not, and sub-paragraphs "b" and "c" are, concurred in. With reference to the former, it has already been recommended that the American permanent headstone be at least as large as the English or French and this matter may be easily fixed by this office.

(signed) H. R. Lemly,
Major, Quartermaster Corps.

HRL/pcw

EXHIBIT B.

C O P Y

Equip. 6799

WAR DEPARTMENT
OFFICE OF THE CHIEF OF STAFF,
Washington.

November 14, 1919.

From: Chief, Equipment Branch, Operations Division, General Staff.
To: The Secretary, Commission of Fine Arts.

Subject: Victory Medal.

1. I am pleased to inform you that the Secretary of War has approved the design of the Victory Medal and it is requested that the master die be procured, also that designs or preferably dies be obtained for clasps, bearing the following inscriptions.

Battle clasps. (to be distinguished by stars)

Cambrai	Somme, offensive
Somme, defensive	Oise-Aisne
Lys	Ypres-Lys
Aisne	St. Mihiel
Montdidier-Noyon	Meuse-Argonne
Champagne-Marne	Vittorio-Veneto
Aisne-Marne	Defensive Sector

Also for Service clasps. (without stars), as follows:

France	Russia
Italy	England
Siberia	

For the Director of Operations.

(signed) Robert E. Wyllie,
Colonel, General Staff.

XHIBIT C.

COPY

November 18th, 1919.

The Secretary,
Commission of Fine Arts.

The Secretary of War has approved the issue of a certificate to the nearest of kin of each man who died in the service, and it is desired to use the Blashfield design, changing the inscription at the bottom to read as follows:

(Name, rank and Organization of men)

Served with honor in the World War and died in the service

of his country on _____ day of _____19____.

(Signature of the President).

In order to take advantage of the present contract for the production of these certificates, it will be necessary to place the order early, and the Secretary of War will be pleased if the Commission will have the new lettering done, and also any recommendation they desire to make regarding the use of tint block, or other means of differencing this certificate from that given to the wounded men.

R. E. WYLLIE,
Colonel, General Staff,
Chief, Equipment Branch,
Operations Division.

EXHIBIT D.